

Information pursuant to art. 13-14 of the European Regulation 2016/679 (GDPR - General Data Protection Regulation)

CUSTOMERS INFORMATION

Dear Interested Party,

pursuant to European Regulation (EU) 2016/679 ("GDPR"), we inform you that IMEQUADRI. needs to process the personal data you provide when signing the Contract in compliance with the regulations in force and as better specified below.

The management of the pre-contractual and contractual relationship necessarily involves the processing of personal data relating to the persons (legal representatives, attorneys, partners, employees, collaborators) of contact of customers/principals.

Given the difficulty in sending it directly to the interested parties, the information is made available to customers / clients or partners with a request to notify it to their contact persons.

DATA CONTROLLER. The Data Controller is: IMEQUADRI DUESTELLE S.p.A with legal and administrative headquarters in Ugnano (BG), Via Provinciale 568, VAT 01241330164, in the person of Ing. Paolo Primavesi as Privacy Delegate.

SUBJECT MATTER OF THE PROCESSING AND CATEGORIES OF DATA PROCESSED. The Data Controller processes the personal data collected at the time of signing the Contract and in the subsequent phases of management and execution of the contractual relationship.

By way of example, such data may include personal data (e.g. name, surname, address, tax code, copy of the identity card of the legal representative, attorneys of the Customer/Client or any contact persons of the same), contact data (e.g. telephone numbers or e-mail addresses), bank data (e.g. bank details), company data, professional qualification/role of contact persons.

IMEQUADRI DUESTELLE S.P.A.

Legal, administrative and operational headquarters Via Provinciale 568 - 24059 Ugnano (BG) **Tel.** +39 035 4814 211
E-mail commerciale.quadri@imequadri.it **PEC** imequadriduestelle@pec.it **Web** www.imequadriduestelle.it

Share capital € 2.000.000,00 fully paid up | **VAT N.** 01241330164 | **REA Bergamo** N. 185550 | **SOA** N. 76772/10/00 | **SDI CODE** DXEBYTP

Export M. N. 022542 | **Registro AEE N.** IT18100000010817 | **Subject to the direction and coordination of** Col Giovanni Paolo S.p.A. - Art. 2497 bis c.c.



PURPOSE AND LEGAL BASIS OF THE PROCESSING. Your Data are processed lawfully and correctly for the purposes described below:

PURPOSE	LEGAL BASIS
<p>1. <u>Establishment and management of the pre-contractual and contractual relationship</u>: the processing is necessary to carry out any preliminary activity aimed at following up on your request for the purchase of goods (e.g. by means of a contract or purchase order, etc.) or performance of services and those relating to the execution of the consequent contractual obligations, including the management of shipments/collection of goods and/or the resolution of any subsequent problems the purchase and fulfilment of administrative-accounting tasks, as well as in order to carry out any checks or verifications by virtue of internal company procedures (e.g. it is the management of customer complaints).</p>	<p><u>Execution of the Contract or performance of precontractual activities (art. 6.1 letter b)</u>: the provision of the data necessary for these purposes represents a contractual obligation or a necessary requirement for the conclusion of the Contract.</p> <p>In the event of failure to provide it, the Data Controller may find it impossible to establish the contractual relationship or to execute it.</p>
<p>2. <u>Fulfilment of legal, accounting, tax and administrative obligations</u>: the processing is necessary to fulfil legal obligations related to the contractual relationship, as well as to the correct management of relations with authorities, control bodies and third-party public bodies for purposes related to particular requests, the fulfilment of legal obligations or other procedures.</p>	<p><u>Execution of a legal obligation (art. 6, par. 1, lett. c)</u>: the provision of data necessary for these purposes is a legal obligation.</p> <p>In the event of failure to provide it, the data controller may find it impossible to establish the contractual relationship and may be obliged to report to the competent authorities from time to time.</p>
<p>3. <u>Possible management of litigation/debt collection.</u></p>	<p><u>Legitimate interest of the Data Controller</u>: protection of rights in and out of court (art. 6 lett. f).</p>

RETENTION PERIOD. The Data Controller retains data in compliance with the laws and internal company policies and procedures for the time necessary for the purpose of fulfilling the above purposes and satisfying its legitimate business interests, legal obligations or to establish, exercise or defend legal rights. The personal data provided will be stored in the Data Controller's archives for the time established by current civil and tax provisions: normally ten years, except for ongoing litigation or legal actions.

Once the need to store the Data for these purposes has been exhausted, the same will be securely deleted.

METHODS OF PROCESSING. The processing of data is carried out using paper and telematic methods in compliance with the provisions on the protection of personal data and, in particular, with the technical and organizational measures referred to in Article 32.1 of the GDPR, which guarantee its integrity, confidentiality and availability. The processing referred to in this policy is not subject to automated decision-making processes.

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CATEGORIES OF DATA RECIPIENTS. Your Data may be made accessible for the purposes described above:

- to employees and collaborators of the Data Controller, in their capacity as persons authorised to process
- pursuant to art. 29 of the GDPR and/or subjects with specific functions and tasks pursuant to art. 2- quaterdecies of Legislative Decree no. 196/2003;
- Data processors pursuant to Article 28 of the GDPR (e.g. professionals or companies providing tax accounting assistance, electronic invoicing, business administration and management, information, telematics and telecommunications services, hosting, etc.);
- to other companies in any way linked (parents, subsidiaries and/or affiliates) to IMEQUADRI, and to their employees and collaborators (for example for administrative and accounting purposes) to third party companies or other subjects (by way of example and not limited to, credit institutions, banks, financial intermediaries, credit insurance institutions, professional firms, law firms, consultants, etc.).

The Data Controller also reserves the right to make personal data accessible to certain third parties, including: auditors and consultants to ascertain compliance with external and internal requirements; any successors or business partners of the Data Controller in the event of sale, assignment or other extraordinary transactions, if applicable also third party companies involved in various capacities by the Data Controller in the aforementioned transactions; other public administrations for the fulfilment of obligations provided for by law, regulations or European legislation.

The complete and up-to-date list of recipients is available upon request.

The data will not be disseminated.

DATA TRANSFER. The data is stored on servers and storage tools located within the European Union. In any case, it is understood that the Data Controller, if necessary, reserves the right to use cloud services from suppliers in countries outside the European Union or the European Economic Area. In this case, the transfer of data will take place exclusively to suppliers operating in countries deemed adequate pursuant to art. 45, who have adhered to the EU-US Privacy Framework or who have provided the guarantees provided for by art. 46 GDPR.

You can obtain more information on the transfer and/or copy of the guarantees applied by contacting the Data Controller.

RIGHTS OF THE DATA SUBJECT. The interested party may at any time exercise the rights provided for in Articles 15-22 of the GDPR. In particular, request access to their personal data, rectification or erasure, request the limitation of processing and to object to processing based on the legitimate interest of the Data Controller.

You can exercise the rights indicated above by sending an e-mail to privacy_imequadri@imequadri.it.

The data subject also has the right to lodge a complaint with the Data Protection Authority if he/she believes that the processing of his/her data does not comply with the principles of the GDPR (art. 77 GDPR). The exercise of the rights of the data subject may be delayed, limited or excluded in the cases provided for by art. 2-undecies of Legislative Decree 196/2003 (Privacy Code).

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